

## Special Condition Advance Determination of Suitability for Individuals Interacting with Participating Minors

Beginning with awards issued by the Indiana Criminal Justice Institute (“ICJI”) in calendar year 2020, many Office of Justice Programs (“OJP”) awards contain a special condition regarding suitability for interacting with minors. Please carefully review the special conditions attached to your grant agreements with ICJI to determine if any of the grants you receive are subject to this condition. More information on this condition including how to fulfill its requirements can be found below.

**Award Condition:** Determination of suitability required, in advance, for certain individuals who may interact with participating minors.

*SCOPE. This condition applies to an award if it is indicated -- in the application for the award (or in the application for any subaward, at any tier), the DOJ funding announcement, or an associated federal statute -- that a purpose of some or all of the activities to be carried out under the award (whether by the recipient, or a subrecipient at any tier) is to benefit a set of individuals under 18 years of age.*

*The recipient, and any subrecipient at any tier, must make determinations of suitability before certain individuals may interact with participating minors. This requirement applies regardless of an individual's employment status.*

The full text and details of this special condition are posted on the OJP website at <https://ojp.gov/funding/Explore/Interact-Minors.htm> and are incorporated by reference here.

**\*Please note:** This condition applies to an organization’s employees, volunteers, and others who are expected, or reasonably likely, to interact with any participating minor.

### How to Satisfy the Requirements of this Special Condition

- I. Review the full text of the condition and additional information provided by OJP at the link above.
- II. Keep the following information on file:
  - A. Written determination of each affected individual’s suitability to interact with minors.
  - B. Documentation that the following registries were checked:
    1. Dru Sjodin National Sex Offender Public Website: [www.nsopw.gov/](http://www.nsopw.gov/)
    2. Indiana Sex Offender Registry: [www.icrimewatch.net/indiana.php](http://www.icrimewatch.net/indiana.php)
    3. Indiana Child Abuse Registry: [public.courts.in.gov/CAR#](http://public.courts.in.gov/CAR#/)
    4. Sex offender and child abuse registries for each state where the individual has lived, worked, or attended school in the last five years

5. Sex offender and child abuse registries for each state where the individual is expected to, or reasonably likely to, interact with a participating minor in the course of activities under the award
  - C. Documentation that the following criminal background checks were completed:
    1. Background check for each state where the individual has lived, worked, or attended school in the last five years
    2. Background check for each state where the individual is expected to, or reasonably likely to, interact with a participating minor in the course of activities under the award
  - D. Documentation that the written determination (and required searches) are reviewed and updated at least every five years.
- III. Sign and submit the ICJI certification regarding compliance with this condition for each award to which it applies.

### **Additional Information**

For more detailed information regarding this requirement, please see the PowerPoint presentation by OVW [here](#). The PowerPoint is also accessible through ICJI's website at <https://www.in.gov/cji/grantee-training-and-resources/> under Training Materials and Webinars.